



*To/MS:* Laboratory Leaders  
*From/MS:* Barbara Stine, ADTS, A104  
*Phone/Fax:* 7-0079/Fax 5-1812  
*Symbol:* ADTS:05-046  
*Date:* June 10, 2005

## memorandum

*Associate Directorate for Technical Services*

Subject: Notification of Required Self-Study Training for Managers

The Laboratory has been working aggressively to improve its performance under the Resource Conservation and Recovery Act (RCRA). The Laboratory instituted this effort because of several factors. The Laboratory recognized that poor environmental performance can erode the confidence of our sponsors, and of the public, in the University of California's ability to manage the Laboratory in an environmentally responsible manner. Additionally, the Laboratory understood it was placed on the Environmental Protection Agency's list of Significant Non-Compliers (SNC) as a result of RCRA performance. Further, while none of the alleged RCRA violations identified at LANL have posed a direct risk to human health or the environment, the Laboratory acknowledges that mismanaged waste can pose real health, safety, and environmental risks.

As part of this effort, in February 2004 the Laboratory Director directed the Associate Director for Operations to convene a team to conduct a causal analysis of LANL RCRA performance. The purpose of this analysis was to determine the underlying causes of the Laboratory's continued poor performance, cycle of Notices of Violation and associated monetary penalties. The core team for this RCRA effort consisted of members from several waste generating and technical divisions, legal staff, and representatives from several management and staff levels. In addition, participation from many non-members was solicited and encouraged. The results of the causal analysis were published in [LA-UR-04-7427](#) in April 2004. Lack of management attention and knowledge were identified as the most significant underlying causes of poor compliance performance. Upon completion of the causal analysis, the Director requested that the team continue its work and develop appropriate corrective actions.

On July 22, 2004, Director Nanos signed into effect a RCRA [Corrective Action Plan](#) (CAP) to improve the Laboratory's compliance performance ([DIR-04-246, CAP](#)). Among the improvement initiatives were two training-related actions, development of general training for managers, and additional training specific to managers who manage hazardous waste. Development of the training has been completed and is now available online. The purpose of this letter is to notify affected Group Leaders of this new online self-study training requirement, as well as the pending modification of the appropriate LIRs. The modification of these LIRS is delayed due to the ongoing conversion to IPs or IMPs. This requirement becomes effective July 1, 2005 and all affected Group Leaders are required to have completed the training by December 30, 2005 and annually thereafter.

Group Leaders whose organizations are responsible for one or more hazardous waste management units (See attachment I) must complete the [RCRA Compliance Training For Group Leaders \(Course 34422\)](#). All other Group Leaders must complete either the [RCRA Awareness for Managers Self-Study \(Course 33463\)](#) or substitute the classroom training, [Managing Health, Safety, and Environment, Course 27512](#). If you take course #34422 you DO NOT need to take course #33463. If you have any questions, please contact Tony Grieggs, ENV-SWRC at 665-0451 or [grieggst@lanl.gov](mailto:grieggst@lanl.gov).

**Attachment I**  
**List of GLs and DGLs responsible for one or more hazardous waste management units.**

<b>Name</b>	<b>Z_Number</b>	<b>Group</b>	<b>Job Code</b>	<b>Job Title</b>	<b>Facility Desc</b>
LONGMIRE JONATHAN	87423	B-1	95992	GROUP LEADER	SAA
WOODRUFF SHARON K	110098	B-1	96253	DEPUTY GROUP LEADER	SAA
HERSMAN LARRY E	93173	B-2	95992	GROUP LEADER	SAA
SILKS LOUIS A III	107914	B-3	95992	GROUP LEADER	SAA UWA
DONOHUE ROBERT J	103332	B-4	95992	GROUP LEADER	SAA UWA
GRODZINSKI PIOTR	172782	B-4	95992	GROUP LEADER	SAA UWA
SMITH WAYNE H	96354	C-AAC	95992	GROUP LEADER	SAA
WONG AMY S	115174	C-AAC	95792	DEPUTY GROUP LEADER	SAA
BROOKS GEORGE H JR	90363	C-ACS	95792	DEPUTY GROUP LEADER	SAA
HASELL CHRISTIAN	172827	C-ACS	95792	DEPUTY GROUP LEADER	SAA
BEUGELSDIJK TONY	96755	C-ACT	95992	GROUP LEADER	SAA
WILLMS R SCOTT	100706	C-ACT	95792	DEPUTY GROUP LEADER	SAA
EARL WILLIAM L	92834	C-ADI	95992	GROUP LEADER	SAA
BURNS CAROL J	94411	C-INC	95992	GROUP LEADER	SAA
ROBINSON JEANNE M	107244	C-PCS	95992	GROUP LEADER	SAA
JOLIN LYLE JOHN JR	83440	C-PCS	96253	DEPUTY GROUP LEADER	SAA
BUELOW STEVEN J	100728	C-PCS	95792	DEPUTY GROUP LEADER	SAA
TUMAS WILLIAM	112976	C-SIC	95992	GROUP LEADER	SAA
MCCLESKEY THOMAS M	115345	C-SIC	95792	DEPUTY GROUP LEADER	SAA
ROMERO VIRGINIA I	78168	CCN-18	96265	GROUP LEADER	UWA
SEGURA FLOYD L	73905	CCN-18	96254	DEPUTY GROUP LEADER	UWA
SENA PHILLIP A	109003	CCN-18	95792	DEPUTY GROUP LEADER	UWA
FORD RICHARD ALYN	104490	CCN-4	95992	GROUP LEADER	UWA
DAVENPORT ROBERT M	117074	CCN-4	95792	DEPUTY GROUP LEADER	UWA
MONTOYA DERRICK R	96993	DX-1	95992	GROUP LEADER	< 90 DAY SAA UOA
RENFRO STEVEN L	104540	DX-1	95792	DEPUTY GROUP LEADER	< 90 DAY SAA UOA

Name	Z_Number	Group	Job Code	Job Title	Facility Desc
DYE ROBERT C	106978	DX-2	95992	GROUP LEADER	INTERIM STATUS UOA UWA SAA
HIXSON ROBERT S	89779	DX-2	95792	DEPUTY GROUP LEADER	INTERIM STATUS SAA UOA UWA
IDAR DEANNE J	108499	DX-2	95792	DEPUTY GROUP LEADER	UOA UWA SAA INTERIM STATUS
ZUMBRO MARTHA V	84444	DX-3	95992	GROUP LEADER	SAA UOA
SEITZ GERALD J	98989	DX-3	95792	DEPUTY GROUP LEADER	SAA UOA
SAUER NANCY N	101843	DX-3	95792	DEPUTY GROUP LEADER	SAA UOA
FLESNER RAYMOND L	111443	DX-3	95792	DEPUTY GROUP LEADER	SAA UOA
MARTINSON DREW D	95712	DX-5	95992	GROUP LEADER	SAA
LESLIE PAUL O	102427	DX-5	95792	DEPUTY GROUP LEADER	SAA
FELLOWS STEVEN B	126075	DX-5	95792	DEPUTY GROUP LEADER	SAA
TRUJILLO LEONARD T	80573	DX-6	95992	GROUP LEADER	UOA
NATH SUBRATA	106511	DX-6	95792	DEPUTY GROUP LEADER	UOA
COOK GERALD V	146314	DX-6	95792	DEPUTY GROUP LEADER	UOA
HENDRICKS MARGARET B	118453	DX-7	96264	GROUP LEADER	SAA
CLAY MARC E	96601	DX-TSO	95922	OFFICE LEADER	SAA UOA UWA
EBINGER MICHAEL H	86185	EES-2	95992	GROUP LEADER	SAA
LINN RODMAN R	107949	EES-2	95792	DEPUTY GROUP LEADER	SAA
VALENTINE GREGORY	92921	EES-6	95992	GROUP LEADER	SAA UOA
HICKMOTT DONALD D	105510	EES-6	95792	DEPUTY GROUP LEADER	SAA UOA
LITTLE JACKIE A	195781	ENV-ECO	95992	GROUP LEADER	SAA UWA
JANECKY DAVID R	98106	ENV-ECO	95792	DEPUTY GROUP	SAA

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Name	Z_Number	Group	Job Code	Job Title	Facility Desc
				LEADER	UWA
DORRIES ALISON M	108623	ENV-ECR	95992	GROUP LEADER	< 90 DAY
WILBURN DIANNE W	121975	ENV-ECR	95792	DEPUTY GROUP LEADER	< 90 DAY
GRIEGGS ANTHONY R	95165	ENV-SWRC	95992	GROUP LEADER	SAA
ELLVINGER JACK E	98910	ENV-SWRC	95792	DEPUTY GROUP LEADER	SAA
WANTUCK PAUL J	90122	ESA-AET	95992	GROUP LEADER	SAA UWA
READ GARY W	84297	ESA-AET	95792	DEPUTY GROUP LEADER	SAA UWA
ERICKSON JOHN L	104154	ESA-AET	95792	DEPUTY GROUP LEADER	SAA UWA
LIECHTY DENISE G	109274	ESA-EDE	95992	GROUP LEADER	SAA
MARTINEZ JOSEPH K	98783	ESA-EDE	95792	DEPUTY GROUP LEADER	SAA
TRUJILLO DEBBIE L	108901	ESA-EDE	96253	DEPUTY GROUP LEADER	SAA
CARNES JAY R	96094	ESA-GTS	95992	GROUP LEADER	SAA
CATLETT CHRISTOPHER T	105935	ESA-GTS	95792	DEPUTY GROUP LEADER	SAA
HAYDEN DAVID J	92788	ESA-MEE	95992	GROUP LEADER	< 90 DAY UOA UWA SAA INTERIM STATUS
HOGAN ELIZABETH M	90367	ESA-MEE	96253	DEPUTY GROUP LEADER	< 90 DAY INTERIM STATUS SAA UOA UWA
HEMPHILL DOUGLAS A	95971	ESA-MEE	95792	DEPUTY GROUP LEADER	UWA UOA SAA INTERIM STATUS
HEMPHILL DOUGLAS A (cont.)					
BLACK STEPHEN J	104536	ESA-TSE	95992	GROUP LEADER	SAA UWA
HEMPHILL RICHARD L	83862	ESA-TSE	95792	DEPUTY GROUP LEADER	SAA UWA
ROGERS MICHAEL L	113389	ESA-TSE	95792	DEPUTY GROUP LEADER	UWA SAA
MARTINEZ MYRA V	100718	ESA-TSE	96253	DEPUTY GROUP LEADER	SAA UWA
AUBERT BRIAN H	111296	ESA-WR	95992	GROUP LEADER	SAA

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Name	Z_Number	Group	Job Code	Job Title	Facility Desc
RODRIGUEZ ELAINE M	107041	ESA-WR	96253	DEPUTY GROUP LEADER	SAA
ANDERSON MARK C	173291	ESA-WR	95792	DEPUTY GROUP LEADER	SAA
FERRIS TIMOTHY A	150482	FM-CMR	95996	GROUP LEADER/FAC MGR	SAA
IRWIN JAMES A	93819	FM-CMR	96254	DEPUTY GROUP LEADER	SAA
OHLEH CHARLES KEITH	152060	FM-DX-ESA	95992	GROUP LEADER	SAA UOA UWA
TSIAGKOURIS JAMES A	108056	FM-DX-ESA	95792	DEPUTY GROUP LEADER	SAA UOA UWA
ERICKSON ANDREW W	141880	FM-EAST	95996	GROUP LEADER/FAC MGR	SAA UOA UWA
BECKMAN KURT A	152688	FM-EAST	95792	DEPUTY GROUP LEADER	SAA UOA UWA
BELYEU TROY E	108460	FM-LANSCE	95992	GROUP LEADER	SAA UWA
NIZIO DUANE E	101235	FM-LANSCE	95792	DEPUTY GROUP LEADER	SAA UWA
NARUM JAMES S	163140	FM-WFM	95996	GROUP LEADER/FAC MGR	INTERIM STATUS SAA UOA UWA
FLOR WILLIAM J	113166	HAZMAT	95992	GROUP LEADER	SAA UWA
BRADY WILLIAM H	195037	HSR-2	95992	GROUP LEADER	SAA UWA
MORRIS LEZLIE D	147884	HSR-2	96254	DEPUTY GROUP LEADER	SAA UWA
FRITCH ROBERT C	192280	HSR-2	95792	DEPUTY GROUP LEADER	SAA UWA
EISELE SHAWNA L	107416	HSR-4	95992	GROUP LEADER	SAA UWA
HOFFMAN JEFFREY M	109268	HSR-4	95792	DEPUTY GROUP LEADER	SAA UWA
GALLIMORE BRAD F	92699	HSR-5	95992	GROUP LEADER	< 90 DAY
FENIMORE EDWARD E	82632	ISR-1	95992	GROUP LEADER	SAA
REEVES GEOFFREY D	105277	ISR-1	95992	GROUP LEADER	SAA

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Name	Z_Number	Group	Job Code	Job Title	Facility Desc
GURULE ROBIN D	111251	ISR-1	96253	DEPUTY GROUP LEADER	SAA
DORS ERIC E	149631	ISR-1	95792	DEPUTY GROUP LEADER	SAA
LEE HAEOK S	150878	ISR-2	95992	GROUP LEADER	SAA
PONGRATZ MORRIS B	81397	ISR-2	95792	DEPUTY GROUP LEADER	SAA
BLOCH JEFFREY J	103283	ISR-2	95792	DEPUTY GROUP LEADER	SAA
MIETZ DONALD E	99581	ISR-4	95992	GROUP LEADER	SAA
SWEET MARTIN R	96318	ISR-4	95792	DEPUTY GROUP LEADER	SAA
JASON ANDREW	89587	LANSCE-1	95992	GROUP LEADER	SAA
GARNETT ROBERT W	101484	LANSCE-1	95792	DEPUTY GROUP LEADER	SAA
HURD ALAN J	131145	LANSCE-12	95992	GROUP LEADER	SAA
RHYNE JAMES J	67610	LANSCE-12	95792	DEPUTY GROUP LEADER	SAA
NELSON RONALD O	82458	LANSCE-12	95792	DEPUTY GROUP LEADER	SAA
BORDEN MICHAEL J	101166	LANSCE-2	95992	GROUP LEADER	SAA
WENDER STEPHEN A	93243	LANSCE-3	95992	GROUP LEADER	SAA
TAKALA BRUCE E	102035	LANSCE-3	95792	DEPUTY GROUP LEADER	SAA
WOITTE DEBORAH K	120559	LC-ESH	95922	OFFICE LEADER	SAA UWA
BAKER BILLY DON	92559	MSM-3	95992	GROUP LEADER	SAA
CORPION JUAN C	107250	MSM-3	95792	DEPUTY GROUP LEADER	SAA
ORTIZ RICARDO V	77324	MSM-6	95992	GROUP LEADER	SAA UOA UWA
LEECHES GERALD W	88590	MSM-6	96254	DEPUTY GROUP LEADER	SAA UOA UWA
SARRAO JOHN L	108510	MST-10	95992	GROUP LEADER	SAA
HUNDLEY MICHAEL F	104423	MST-10	95792	DEPUTY GROUP LEADER	SAA
STROH KENNETH R	86164	MST-11	95992	GROUP LEADER	SAA UOA UWA
KELEHER MICHAEL J	122010	MST-11	95792	DEPUTY GROUP LEADER	SAA UOA UWA
PATTERSON R ALAN	90307	MST-6	95992	GROUP LEADER	SAA UOA
TETER DAVID F	119661	MST-6	95792	DEPUTY GROUP LEADER	SAA UOA

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Name	Z_Number	Group	Job Code	Job Title	Facility Desc
MORGART RUTH E	185484	MST-6	96253	DEPUTY GROUP LEADER	SAA UOA
REARDON PATRICK T	102718	MST-7	95992	GROUP LEADER	SAA UOA UWA
TRKULA MITCHELL	95034	MST-7	95792	DEPUTY GROUP LEADER	SAA UOA UWA
ZUREK ANNA K	100199	MST-8	95992	GROUP LEADER	SAA
BOURKE MARK A	108416	MST-8	95792	DEPUTY GROUP LEADER	SAA
ALVAR KENNETH R	111795	N-1	95992	GROUP LEADER	SAA
SPRINKLE JAMES K	88267	N-1	95792	DEPUTY GROUP LEADER	SAA
SHEPPARD GREGORY A	100690	N-1	95792	DEPUTY GROUP LEADER	SAA
USSERY LARRY E	95464	N-2	95992	GROUP LEADER	SAA UWA
BAKER MICHAEL C	121934	N-2	95792	DEPUTY GROUP LEADER	SAA UWA
FRANKE ROBIN	207393	N-5	95992	GROUP LEADER	SAA UWA
CLEMENT STEVEN D	99518	N-5	95792	DEPUTY GROUP LEADER	SAA UWA
BENNETT DEBORAH R	88938	NMT-11	95992	GROUP LEADER	SAA
MASON RICHARD E	96081	NMT-11	95792	DEPUTY GROUP LEADER	SAA
MCKEE STEVEN D	108812	NMT-15	95992	GROUP LEADER	SAA
WEDMAN DOUGLAS E	114339	NMT-15	95792	DEPUTY GROUP LEADER	SAA
ART BLAIR M	114364	NMT-15	95792	DEPUTY GROUP LEADER	SAA
MARTINEZ BARBARA	91824	NMT-16	95992	GROUP LEADER	SAA
LOPEZ BENJAMIN R	92847	NMT-16	95792	DEPUTY GROUP LEADER	SAA
ZOCCO THOMAS G	97768	NMT-16	95792	DEPUTY GROUP LEADER	SAA
ABNEY KENT D	101670	NMT-2	95992	GROUP LEADER	INTERIM STATUS
KAUTZ DOUGLAS D	116463	NMT-5	95992	GROUP LEADER	SAA
BAKER GUY D	105694	NMT-5	95792	DEPUTY GROUP LEADER	SAA
WIENEKE RONALD E	111977	NMT-7	95992	GROUP LEADER	< 90 DAY INTERIM STATUS SAA UWA UOA

Name	Z_Number	Group	Job Code	Job Title	Facility Desc
DERR EDWARD D	87833	NMT-7	95792	DEPUTY GROUP LEADER	< 90 DAY INTERIM STATUS SAA UOA UWA
DODGE ROBERT L	120851	NMT-7	95792	DEPUTY GROUP LEADER	INTERIM STATUS UOA UWA SAA < 90 DAY
BOWIDOWICZ MARTIN	108511	NMT-9	95992	GROUP LEADER	SAA
VAN PELT CRAIG E	139810	NMT-9	95792	DEPUTY GROUP LEADER	SAA
ALEXANDER RICK A	114624	NWIS-RLW	96264	GROUP LEADER	SAA
MONTOYA GILBERT M	97369	NWIS-SWO	96264	GROUP LEADER	< 90 DAY INTERIM STATUS PERMITTED SAA UOA UWA
MONTOYA GILBERT M (cont.)					
MINTON-HUGHES JULIA E	112196	NWIS-SWO	95792	DEPUTY GROUP LEADER	< 90 DAY INTERIM STATUS PERMITTED SAA UOA UWA
WOOD CHARLES C	106575	P-21	95992	GROUP LEADER	SAA
SCARLETT W ROBERT	88984	P-21	95792	DEPUTY GROUP LEADER	SAA
GLICK STEPHEN MICHAEL	189524	P-21	96253	DEPUTY GROUP LEADER	SAA
BARNES CRIS W	93091	P-24	95992	GROUP LEADER	SAA
RAY JAMES M	85148	P-24	95792	DEPUTY GROUP LEADER	SAA
MUNSON CARTER	96515	P-24	95792	DEPUTY GROUP LEADER	SAA
COOPER MARTIN D	82055	P-25	95992	GROUP LEADER	< 90 DAY
KAPUSTINSKY JON S	91534	P-25	95792	DEPUTY GROUP LEADER	< 90 DAY
WILBURN WESLEY S	120404	P-25	95792	DEPUTY GROUP LEADER	< 90 DAY
JONES JAMES R	97145	PM-IP	96265	GROUP LEADER	SAA UWA



Name	Z_Number	Group	Job Code	Job Title	Facility Desc
DUTRO CYNTHIA L	199595	PS-13	95992	GROUP LEADER	SAA UWA
REYNOLDS RICHARD J	99585	PS-13	95792	DEPUTY GROUP LEADER	SAA UWA
SMITH CAROL A	93190	SUP-3	96264	GROUP LEADER	SAA UWA
GRAVES DEBRA	93039	SUP-3	96253	DEPUTY GROUP LEADER	SAA UWA